

No. 11 SPECIAL SUPPLEMENT TO NOTES 1979
This supplement is distributed to headquarters offices only.
Please circulate to others in your organization who have
incentive awards program responsibilities.

*Our nominee
Not selected*

ITEM #1 - Excalibur Award Presented

The first award for outstanding achievement was presented to Frank J. Nola, a National Aeronautics and Space Administration engineer, by Rep. Michael Barnes of Maryland in a Capitol Hill ceremony November 29. Mr. Nola, who is employed by the George G. Marshall Space Flight Center, invented an energy-saving device for electric motors which can reduce power consumption by up to 60% for typewriters, washers, refrigerators, fans, and industrial sewing machines. Agencies are encouraged to continue to submit nominations for consideration. A copy of the criteria and nominating instructions is attached. The next ceremony has been tentatively scheduled for late February.



House Speaker Tip O'Neill congratulates Mr. Nola and family members. Rep. Michael Barnes, who established the Excalibur Award, is shown on the right, above.

A G E N D A

1. OBJECTIVES

- to recognize some of the most outstanding achievements made by Federal career civil servants at all levels
- to increase public understanding and appreciation for such contributions
- to help counter the negative views associated with Government today
- to encourage those in Government to strive for excellence to explore Federal career opportunities

2. CRITERIA

Individuals honored through these awards will be selected from among Federal career civilian and military personnel who have demonstrated:

- unusual leadership or individual efforts in solving problems at community, state, regional, national or international levels
- outstanding service to the public, e.g. improvement and/or efficiency of services provided the public; or simplification of the regulations affecting the private sector
- personal integrity, honesty, high moral character, and courage in dealing with complex and sensitive issues
- ability to overcome unusual obstacles or handicaps in achieving major organizational goals and objectives
- outstanding scientific, technical, or administrative achievements that bring great credit upon the organization and the Federal Government

3. ELIGIBILITY

Nomination for the Excalibur Award is open to all Federal career civilian and military personnel who have made specific recent contributions of significance to their organizations and/or to the public. These awards are intended principally to honor individuals. However, if two or more persons worked as a small team to accomplish a specific objective, the team may be nominated.

4. NOMINATIONS PROCESS AND RESULTS

- letter to agency heads, dated May 4 (copy attached)
- OPM communications with department and agency headquarters June 6 (copy attached)
- nominations invited from:
 - * heads of Federal executive departments and agencies
 - * General Accounting Office (GAO)
 - * other officials of the agencies, and
 - * the general public
- nominations not to exceed one page to include:
 - * name, title, grade, organization and location
 - * brief description of the contribution
 - * name and phone number of individual to contact for further information
- results to date:
 - * 65 of 75 Federal departments and agencies have responded by letter indicating strong support for project
 - * 35 nominations from 11 departments and agencies

5. SCREENING AND SELECTION

- Agencies are being encouraged and are using existing screening mechanisms for selections of nominees
- Pre-Committee Screening will be accomplished by Congressman Barnes' staff
- In addition to the candidates who have met any one or a number of the five criteria, nominees achievements will be judged on:
 - * impact of the contribution - how significant is the contribution to the agency or to the public
 - * degree of individual effort involved - how unusual, unique, or beyond job responsibilities is the contribution
- Finalists - approximately 10 nominations will be submitted to the Committee for their review and selection. Committee members will be asked to vote for 3 of 10 nominees. Final selections will be determined by those nominees receiving the highest number of votes.
- Agency Concurrence - will be obtained through the headquarters level personnel director for those selected to receive the award.

6. THE AWARD

- Honorary in nature (framed certificate and flag flown over the Capitol) to be presented on 6-10 occasions each year to 1-3 individuals at ceremonies to be held on Capitol Hill, with winners, members of their immediate families, colleagues, Congressional and Executive officials, labor representatives, and members of the news media present.

7. PLANS

- Involvement of other Members of Congress
- Selection of Winners
- First Ceremony
- Publicity

STATINTL

Approved For Release 2002/01/08 : CIA-RDP84-00313R000100150004-1

Approved For Release 2002/01/08 : CIA-RDP84-00313R000100150004-1